



*Agriculture and Natural Resources*  
*U.S. Department of Agriculture and U.S. Department of the Interior*

**Emergency Support Function #11  
(ESF #11)  
Agriculture and Natural Resources  
Task Guide**

**Updated 5-31-2007**

## **ESF #11 Task Guide**

### What is the ESF #11 Task Guide?

The ESF #11 Task Guide is a document that was created by the ESF #11 partners from the U.S. Department of Agriculture's Food and Nutrition Service (FNS), Animal and Plant Health Inspection Service (APHIS), Food Safety and Inspection Service (FSIS); and the U.S. Department of the Interior (DOI) to help their employees who serve on the ESF #11 teams learn more about the work performed by the ESF #11 partners. The primary ESF #11 functions are:

- Provision of nutrition assistance (FNS);
- Animal and plant disease and pest response (APHIS);
- Assurance of the safety and defense of the commercial food supply (FSIS); and
- Protection of natural and cultural resources and historic properties (NCH) (DOI).

There are a number of tasks that support these functions, and those tasks are outlined in keywords in the ESF #11 Task Guide. The Task Guide will help ESF #11 team members quickly determine during an emergency which partner to contact to carry out the various mission assignments given to ESF #11 by the Federal Emergency Management Agency (FEMA). The Task Guide will serve as a quick-reference document for those who will be responding to hurricanes and other national emergencies at:

- the FEMA National Response Coordination Center (NRCC),
- the USDA Operations Center,
- a FEMA Regional Response Coordination Center (RRCC), or
- a FEMA Joint Field Office (JFO).

### How is the ESF #11 Task Guide organized, and how do I find information contained in the Task Guide?

The ESF #11 Task Guide is organized in two tables that contain alphabetical listings of the tasks (i.e., activities, functions, services, business processes, or "work") performed by the employees in the Agencies/Departments that comprise the ESF #11 structure.

Table 1 lists verbs first and nouns second. Table 2 lists nouns first and verbs second. There are checkmarks placed in respective columns to show which Agency/Department performs which task. The Task Guide is a Microsoft Word document, which should allow users to conduct keyword searches to find information. To search by keyword, click on "Edit," at the top of the screen, select "Find" in the drop-down list, and enter the keyword you want to search for in the box that appears across from the words "Find what." Once you've entered your keyword, select "Find Next." You can find every entry for the keyword you enter by continuing to click "Find Next." Once you have found the last entry for

the keyword you have entered, a dialogue box will appear to inform you that it has finished searching the document. If you are not sure which keyword to use, you can also find information by simply scrolling through the document to see what's listed.

#### How can I access the ESF #11 Task Guide during an emergency?

The ESF #11 Task Guide will be posted to FEMA's Homeland Security Information Network (HSIN) in the Emergency Support Function 11 community. To access the Task Guide from the Emergency Support Function 11 community, go to the Info/Doc Sharing section; open the Desk Guide folder; and select the ESF #11 Task Guide. The Task Guide can be accessed by ESF #11 team members and others who have access to HSIN and its Emergency Support Function 11 community. Any ESF #11 team member who needs to be nominated for HSIN access should contact their Agency or Department's HSIN nominating official(s).

The ESF #11 partners also recommend that a paper copy of the Task Guide be placed at the ESF #11 desk(s) at the NRCC and the RRCCs, and the USDA Operations Center so that operations can continue in the event of an IT failure, HSIN access issue, or other issue. ESF #11 partners also recommend that responders who work at the JFO bring a copy of the ESF #11 Task Guide with them in case IT or HSIN access is limited.

#### Updating the ESF #11 Task Guide:

The ESF #11 partners plan to update the ESF #11 Task Guide as needed so that it is continually improved to help ESF #11 team members during emergencies. To suggest additional entries or changes to this document, please contact Holly O'Brien, Communications Specialist (Writer/Editor), with the APHIS Office of Emergency Management and Homeland Security (OEMHS) at [holly.j.o'brien@aphis.usda.gov](mailto:holly.j.o'brien@aphis.usda.gov). Information about OEMHS can be found on the Internet at: [http://www.aphis.usda.gov/emergency\\_response/index.shtml](http://www.aphis.usda.gov/emergency_response/index.shtml).

**Table 1 – Verb first, Noun second**

| <b>Task (i.e., Activity, Function, Business Process, Service, or “Work”)</b> | <b>APHIS</b> | <b>DOI</b> | <b>FNS</b> | <b>FSIS</b> |
|--|--------------|------------|------------|-------------|
| <b>Assist in</b>   |              |            |            |             |
| Fishery Resource Protection  |              | ✓          |            |             |
| National Environmental Policy Act (NEPA) Compliance                          |              | ✓          |            |             |
| National Historic Preservation Act Compliance                                |              | ✓          |            |             |
| <b>Conserve</b>  |              |            |            |             |
| Wildlife Resources   |              | ✓          |            |             |
| <b>Control</b>   |              |            |            |             |
| Animal Diseases  | ✓            |            |            |             |
| Invasive Species   | ✓            | ✓          |            |             |
| <b>Develop</b>   |              |            |            |             |
| Rapid Building/Site Condition Assessment Form                                |              | ✓          |            |             |
| <b>Distribute</b>  |              |            |            |             |
| Food   |              |            | ✓          |             |
| Meat, Poultry, and Egg Products in Commerce                                  |              |            |            | ✓           |
| Trucks   |              |            | ✓          |             |
| <b>Eliminate</b>   |              |            |            |             |
| Animal Diseases  | ✓            |            |            |             |
| <b>Enforce</b>   |              |            |            |             |
| Sanitation and proper labeling of shell eggs                                 |              |            |            | ✓           |
| Laws pertaining to food safety   |              |            |            | ✓           |
| <b>Eradicate</b>   |              |            |            |             |
| Plant Pests  | ✓            |            |            |             |
| <b>Establish</b>   |              |            |            |             |
| Quarantine Boundaries  | ✓            |            |            |             |
| <b>Identify</b>  |              |            |            |             |
| Archeological Sites and Historic Properties                                  |              | ✓          |            |             |
| <b>Immobilize</b>  |              |            |            |             |
| Large Animals  |              | ✓          |            |             |
| <b>Inspect</b>   |              |            |            |             |
| Eggs & Egg Products  |              |            |            | ✓           |
| Meat & Meat Products   |              |            |            | ✓           |
| Poultry & Poultry Products   |              |            |            | ✓           |
| <b>Investigate</b>   |              |            |            |             |
| Animal Disease Outbreaks   | ✓            |            |            |             |
| Violations of Food Safety Law  |              |            |            | ✓           |
| Wildlife Crimes  |              | ✓          |            |             |
| <b>Issue</b>   |              |            |            |             |
| Animal Permits   | ✓            |            |            |             |
| Food Stamps  |              |            | ✓          |             |
| Plant Permits  | ✓            |            |            |             |
| <b>Manage</b>  |              |            |            |             |
| Animal Disease Outbreaks   | ✓            |            |            |             |
| Blackbird Damage   | ✓            |            |            |             |
| Geodatabase System   |              | ✓          |            |             |

| <b>Task (i.e., Activity, Function, Business Process, Service, or “Work”)</b>   | <b>APHIS</b> | <b>DOI</b> | <b>FNS</b> | <b>FSIS</b> |
|--|--------------|------------|------------|-------------|
| Historic Preservation Data   |              | ✓          |            |             |
| Large Animals  |              | ✓          |            |             |
| Species Damage   | ✓            |            |            |             |
| Water Resources  |              | ✓          |            |             |
| Wildlife Damage  | ✓            |            |            |             |
| <b>Monitor</b>   |              |            |            |             |
| Agricultural Bioterrorism  | ✓            |            |            |             |
| Animal Health  | ✓            |            |            |             |
| Livestock  | ✓            |            |            |             |
| Plant Health   | ✓            |            |            |             |
| Zoonotic Diseases  | ✓            |            |            |             |
| <b>Order</b>   |              |            |            |             |
| Food   |              |            | ✓          |             |
| <b>Preserve</b>  |              |            |            |             |
| Cultural resources and historic properties   |              | ✓          |            |             |
| <b>Prevent</b>   |              |            |            |             |
| Animal Diseases  | ✓            |            |            |             |
| Plant Diseases   | ✓            |            |            |             |
| <b>Produce</b>   |              |            |            |             |
| Maps of Historic Districts   |              | ✓          |            |             |
| <b>Promote</b>   |              |            |            |             |
| Animal Health  | ✓            |            |            |             |
| Plant Health   | ✓            |            |            |             |
| <b>Protect</b>   |              |            |            |             |
| Archeological Sites and Historic Properties  |              | ✓          |            |             |
| Cultural Resources   |              | ✓          |            |             |
| Federal lands w/special recognition and protection<br>(National Parks, Refuges, Wilderness Areas, National Marine Sanctuaries, National Forests, etc.) |              | ✓          |            |             |
| Fish Resources   |              | ✓          |            |             |
| Food Supply  | ✓            |            |            | ✓           |
| Marine Mammals   |              | ✓          |            |             |
| Migratory Birds  |              | ✓          |            |             |
| Natural Resources  |              | ✓          |            |             |
| Threatened and Endangered Species Habitats   |              | ✓          |            |             |
| Wildlife Resources   |              | ✓          |            |             |
| <b>Provide</b>   |              |            |            |             |
| Food to food banks, congregate feeding sites, mobile kitchens and food distribution sites  |              |            | ✓          |             |
| Food Packages  |              |            | ✓          |             |
| Food Security  |              |            |            | ✓           |
| Infant formula and food  |              |            | ✓          |             |
| Information about Food   |              |            |            | ✓           |
| Information about Handling Food  |              |            | ✓          | ✓           |
| Information about Wetlands   |              | ✓          |            |             |
| Nutrition Assistance   |              |            | ✓          |             |
| Preservation Assistance  |              | ✓          |            |             |
| Threatened and Endangered Species Consultations  |              | ✓          |            |             |
| <b>Provide Assistance with</b>   |              |            |            |             |
| Coastal Ecosystems and Resources   |              | ✓          |            |             |

| <b>Task (i.e., Activity, Function, Business Process, Service, or “Work”)</b> | <b>APHIS</b> | <b>DOI</b> | <b>FNS</b> | <b>FSIS</b> |
|--|--------------|------------|------------|-------------|
| Fish Passage   |              | ✓          |            |             |
| Habitat Conservation   |              | ✓          |            |             |
| Native Fish Conservation   |              | ✓          |            |             |
| Threatened and Endangered Species  |              | ✓          |            |             |
| <b>Provide Guidance on</b>   |              |            |            |             |
| Archival collections   |              | ✓          |            |             |
| Historic Sites   |              | ✓          |            |             |
| Historic Structures  |              | ✓          |            |             |
| Museum Collections   |              | ✓          |            |             |
| <b>Provide Oversight of</b>  |              |            |            |             |
| Critical Infrastructure on public lands                                      |              | ✓          |            |             |
| Pipelines  |              | ✓          |            |             |
| <b>Recall</b>  |              |            |            |             |
| Eggs & Egg Products  |              |            |            | ✓           |
| Meat & Meat Products   |              |            |            | ✓           |
| Poultry & Poultry Products   |              |            |            | ✓           |
| <b>Receive Complaints about</b>  |              |            |            |             |
| Eggs & Egg Products  |              |            |            | ✓           |
| Meat & Meat Products   |              |            |            | ✓           |
| Poultry & Poultry Products   |              |            |            | ✓           |
| <b>Recover</b>   |              |            |            |             |
| Archeological Sites  |              | ✓          |            |             |
| Cultural Landscapes  |              | ✓          |            |             |
| Historic Structures  |              | ✓          |            |             |
| Museum Collections   |              | ✓          |            |             |
| <b>Regulate</b>  |              |            |            |             |
| Veterinary Biologics (e.g., vaccines, bacterins)                             | ✓            |            |            |             |
| <b>Respond to</b>  |              |            |            |             |
| Agricultural Bioterrorism  | ✓            |            |            |             |
| <b>Safeguard</b>   |              |            |            |             |
| Food Supply  | ✓            |            |            | ✓           |
| <b>Seize</b>   |              |            |            |             |
| Eggs & Egg Products  |              |            |            | ✓           |
| Meat & Meat Products   |              |            |            | ✓           |
| Poultry & Poultry Products   |              |            |            | ✓           |
| <b>Slaughter</b>   |              |            |            |             |
| Animals<br>(Cattle, Swine, Goats, Equines, and Domesticated Birds)           |              |            |            | ✓           |
| <b>Store</b>   |              |            |            |             |
| “Select” Disease Agents (wildlife)   |              | ✓          |            |             |
| <b>Survey</b>  |              |            |            |             |
| Cultural Resources and Historic Properties                                   |              | ✓          |            |             |
| Wetlands Delineation   |              | ✓          |            |             |
| <b>Test</b>  |              |            |            |             |
| Cattle   | ✓            |            |            |             |
| Other Animals  | ✓            |            |            |             |
| <b>Transfer</b>  |              |            |            |             |

| <b>Task (i.e., Activity, Function, Business Process, Service, or “Work”)</b> | <b>APHIS</b> | <b>DOI</b> | <b>FNS</b> | <b>FSIS</b> |
|--|--------------|------------|------------|-------------|
| “Select” Disease Agents (wildlife)   |              | ✓          |            |             |
| Transport  |              |            |            |             |
| Food   |              |            | ✓          |             |
| Infant Formula and Food  |              |            | ✓          |             |
| Vaccinate  |              |            |            |             |
| Animals  | ✓            |            |            |             |
| Cattle   | ✓            |            |            |             |
| Warehouse  |              |            |            |             |
| Food   |              |            | ✓          |             |

**Table 2 – Noun first, Verb second**

| <b>Task, Activity, Function, Business Process, Service, or “Work”</b>      | <b>APHIS</b> | <b>DOI</b> | <b>FNS</b> | <b>FSIS</b> |
|--|--------------|------------|------------|-------------|
| Agricultural Bioterrorism  |              |            |            |             |
| Monitor  | ✓            |            |            |             |
| Respond to   | ✓            |            |            |             |
| Animal Disease   |              |            |            |             |
| Control  | ✓            |            |            |             |
| Eliminate  | ✓            |            |            |             |
| Prevent  | ✓            |            |            |             |
| Animal Disease Outbreaks   |              |            |            |             |
| Investigate  | ✓            |            |            |             |
| Manage   | ✓            |            |            |             |
| Animal Health  |              |            |            |             |
| Monitor  | ✓            |            |            |             |
| Promote  | ✓            |            |            |             |
| Animal Permits   |              |            |            |             |
| Issue  | ✓            |            |            |             |
| Animals  |              |            |            |             |
| Slaughter ( <i>Cattle, Swine, Goats, Equines, and Domesticated Birds</i> ) |              |            |            | ✓           |
| Test   | ✓            |            |            |             |
| Vaccinate  | ✓            |            |            |             |
| Animals, Large   |              |            |            |             |
| Immobilize   |              | ✓          |            |             |
| Manage   |              | ✓          |            |             |
| Archeological Sites  |              |            |            |             |
| Identify   |              | ✓          |            |             |
| Preserve   |              | ✓          |            |             |
| Protect  |              | ✓          |            |             |
| Recover  |              | ✓          |            |             |
| Archival Collections   |              |            |            |             |
| Provide Guidance on  |              | ✓          |            |             |
| Blackbird Damage   |              |            |            |             |

| <b>Task, Activity, Function, Business Process, Service, or “Work”</b>   | <b>APHIS</b> | <b>DOI</b> | <b>FNS</b> | <b>FSIS</b> |
|---|--------------|------------|------------|-------------|
| Manage  | ✓            |            |            |             |
| <b>Cattle</b>   |              |            |            |             |
| Test  | ✓            |            |            |             |
| Vaccinate   | ✓            |            |            |             |
| <b>Coastal Ecosystems and Resources</b>   |              |            |            |             |
| Provide assistance with   |              | ✓          |            |             |
| <b>Congregate Feeding Sites</b>   |              |            |            |             |
| Provide food to   |              |            | ✓          |             |
| <b>Critical Infrastructure on public lands</b>  |              |            |            |             |
| Provide Oversight of  |              | ✓          |            |             |
| <b>Cultural Landscapes</b>  |              |            |            |             |
| Recover   |              | ✓          |            |             |
| <b>Cultural Resources</b>   |              |            |            |             |
| Preserve  |              | ✓          |            |             |
| Protect   |              | ✓          |            |             |
| Survey  |              | ✓          |            |             |
| <b>Domestic Animal Infectious Agents</b>  |              |            |            |             |
| Transport   |              | ✓          |            |             |
| <b>Eggs or Egg Products</b>   |              |            |            |             |
| Receive complaints about  |              |            |            | ✓           |
| Inspect   |              |            |            | ✓           |
| Recall  |              |            |            | ✓           |
| Seize   |              |            |            | ✓           |
| <b>Federal Lands w/ Special Recognition and Protection (National Parks, Refuges, Wilderness Areas, National Marine Sanctuaries, National Forests, etc.)</b> |              |            |            |             |
| Protect   |              | ✓          |            |             |
| <b>Fish Passage</b>   |              |            |            |             |
| Provide assistance with   |              | ✓          |            |             |
| <b>Fish Resources</b>   |              |            |            |             |
| Protect   |              | ✓          |            |             |
| <b>Food</b>   |              |            |            |             |
| Commodities, Provide  |              |            | ✓          |             |
| Distribute  |              |            | ✓          |             |
| Import meat, poultry, and egg products  |              |            |            | ✓           |
| Investigate violations of food safety law   |              |            |            | ✓           |
| Order   |              |            | ✓          |             |
| Packages, Provide   |              |            | ✓          |             |
| Provide   |              |            | ✓          |             |
| Provide information about handling of   |              |            | ✓          | ✓           |
| Recall (Egg, Meat and Poultry Products)   |              |            |            | ✓           |
| Secure (Food Defense)   |              |            |            | ✓           |
| Seize (Egg Products, Meat or Poultry)   |              |            |            | ✓           |
| Intentionally contaminated product  |              |            |            | ✓           |
| Threatened product  |              |            |            | ✓           |

| <b>Task, Activity, Function, Business Process, Service, or “Work”</b> | <b>APHIS</b> | <b>DOI</b> | <b>FNS</b> | <b>FSIS</b> |
|---|--------------|------------|------------|-------------|
| Supply, Protect   | ✓            |            |            | ✓           |
| Supply, Safeguard   | ✓            |            |            | ✓           |
| Warehouse   |              |            | ✓          |             |
| Transport   |              |            | ✓          |             |
| <b>Food Banks</b>   |              |            |            |             |
| Provide food to   |              |            | ✓          |             |
| <b>Food Distribution Sites</b>  |              |            |            |             |
| Provide food to   |              |            | ✓          |             |
| <b>Food Stamps</b>  |              |            |            |             |
| Issue   |              |            | ✓          |             |
| <b>Geo-database System</b>  |              |            |            |             |
| Manage  |              | ✓          |            |             |
| <b>Habitat Conservation</b>   |              |            |            |             |
| Provide assistance with   |              | ✓          |            |             |
| <b>Historic District Maps</b>   |              |            |            |             |
| Produce   |              | ✓          |            |             |
| <b>Historic Preservation Data</b>                                     |              |            |            |             |
| Manage  |              | ✓          |            |             |
| <b>Historic Properties</b>  |              |            |            |             |
| Protect   |              | ✓          |            |             |
| Preserve  |              | ✓          |            |             |
| Survey  |              | ✓          |            |             |
| <b>Historic Sites</b>   |              |            |            |             |
| Provide guidance on   |              | ✓          |            |             |
| <b>Historic Structures</b>  |              |            |            |             |
| Provide guidance on   |              | ✓          |            |             |
| Recover   |              | ✓          |            |             |
| <b>Invasive Species</b>   |              |            |            |             |
| Control   | ✓            | ✓          |            |             |
| <b>Infant Formula and Food</b>  |              |            |            |             |
| Provide   |              |            | ✓          |             |
| Transport   |              |            | ✓          |             |
| <b>Livestock</b>  |              |            |            |             |
| Monitor   | ✓            |            |            |             |
| <b>Maps of Historic Districts</b>                                     |              |            |            |             |
| Produce   |              | ✓          |            |             |
| <b>Marine Mammals</b>   |              |            |            |             |
| Protect   |              | ✓          |            |             |
| <b>Meat and Meat Products</b>   |              |            |            |             |
| Inspect   |              |            |            | ✓           |
| Recall  |              |            |            | ✓           |
| Receive complaints about  |              |            |            | ✓           |
| Seize   |              |            |            | ✓           |
| <b>Migratory Birds</b>  |              |            |            |             |

| <b>Task, Activity, Function, Business Process, Service, or “Work”</b> | <b>APHIS</b> | <b>DOI</b> | <b>FNS</b> | <b>FSIS</b> |
|---|--------------|------------|------------|-------------|
| Protect   |              | ✓          |            |             |
| Mobile Kitchens   |              |            |            |             |
| Provide food to   |              |            | ✓          |             |
| Museum Collections  |              |            |            |             |
| Provide guidance on   |              | ✓          |            |             |
| Recover   |              | ✓          |            |             |
| National Environmental Policy Act (NEPA) Compliance                   |              |            |            |             |
| Assist in   |              | ✓          |            |             |
| National Historic Preservation Act Compliance                         |              |            |            |             |
| Assist in   |              | ✓          |            |             |
| Native Fish Conservation  |              |            |            |             |
| Provide assistance with   |              | ✓          |            |             |
| Natural Resources   |              |            |            |             |
| Protect   |              | ✓          |            |             |
| Nutrition Assistance  |              |            |            |             |
| Provide   |              |            | ✓          |             |
| Pipelines   |              |            |            |             |
| Provide oversight of  |              | ✓          |            |             |
| Plant Diseases  |              |            |            |             |
| Prevent   | ✓            |            |            |             |
| Plant Health  |              |            |            |             |
| Monitor   | ✓            |            |            |             |
| Promote   | ✓            |            |            |             |
| Plant Permits   |              |            |            |             |
| Issue   | ✓            |            |            |             |
| Plant Pests   |              |            |            |             |
| Eradicate   | ✓            |            |            |             |
| Poultry or Poultry Products   |              |            |            |             |
| Receive complaints about  |              |            |            | ✓           |
| Inspect   |              |            |            | ✓           |
| Recall  |              |            |            | ✓           |
| Seize   |              |            |            | ✓           |
| Preservation Assistance   |              |            |            |             |
| Provide   |              | ✓          |            |             |
| Rapid Building/Site Condition Assessment Form                         |              |            |            |             |
| Develop   |              | ✓          |            |             |
| Quarantine Boundaries   |              |            |            |             |
| Establish   | ✓            |            |            |             |
| “Select” Disease Agents (wildlife)                                    |              |            |            |             |
| Store   |              | ✓          |            |             |
| Transfer  |              | ✓          |            |             |
| Shell Eggs, in commerce   |              |            |            |             |
| Enforce Sanitation of   |              |            |            | ✓           |
| Species Damage  |              |            |            |             |

| <b>Task, Activity, Function, Business Process, Service, or “Work”</b> | <b>APHIS</b> | <b>DOI</b> | <b>FNS</b> | <b>FSIS</b> |
|---|--------------|------------|------------|-------------|
| Manage  | ✓            |            |            |             |
| <b>Threatened and Endangered Species (&amp; Habitats)</b>             |              |            |            |             |
| Protect   |              | ✓          |            |             |
| Provide assistance for  |              | ✓          |            |             |
| <b>Threatened and Endangered Species Consultations</b>                |              |            |            |             |
| Provide   |              | ✓          |            |             |
| <b>Trucks</b>   |              |            |            |             |
| Distribute  |              |            | ✓          |             |
| <b>Veterinary Biologics (e.g., vaccines)</b>                          |              |            |            |             |
| Regulate  | ✓            |            |            |             |
| <b>Water Resources</b>  |              |            |            |             |
| Manage  |              | ✓          |            |             |
| <b>Wetlands Delineation</b>   |              |            |            |             |
| Survey  |              | ✓          |            |             |
| <b>Wetlands Information</b>   |              |            |            |             |
| Provide   |              | ✓          |            |             |
| <b>Wildlife Crimes</b>  |              |            |            |             |
| Investigate   |              | ✓          |            |             |
| <b>Wildlife Damage</b>  |              |            |            |             |
| Manage  | ✓            |            |            |             |
| <b>Wildlife Resources</b>   |              |            |            |             |
| Conserve  |              | ✓          |            |             |
| Protect   |              | ✓          |            |             |
| <b>Zoonotic Diseases</b>  |              |            |            |             |
| Monitor   | ✓            |            |            |             |